



WESTERN COVENTRY FIRE DISTRICT

1110 Victory Highway

Greene, Rhode Island 02827

Phone (401) 397-7520, Fax (401) 397-1084, www.wcfd.net

Board of Directors Meeting

Thursday, 16 October, 2014, 7:00 P.M.

meeting took place at the above address

MINUTES

(Agenda posted 13 October, 2014)

Members Present

John Humble

Robert Hevey

Richard Holt

WCS Mays, III

Joan Smith

Cheryl Wilcox

Chief Quattrini

Excused:

Steve Bousquet

Jonathan Farnum

Glenn Underwood

Captain Mann

- 1. *Call to Order and Attendance*** – the Chairman called the meeting to order at 7:02 p.m.
- 2. *Emergency evacuation procedure announcement*** – the Chief reviewed the Emergency Evacuation procedure.
- 3. *Confirmation of required meeting posting and quorum*** – the Chairman confirmed that there is a quorum present and the meeting was posted in all required locations.
- 4. *Acceptance of meeting minutes of 16 September, 2014 BOD meeting*** – A motion is made by Mr. Holt and seconded by Mr. Hevey to accept the minutes of 9/16/2014. Mr. Hevey asks that g and h be corrected in #5. All voted aye. Motion carried.
- 5. *Chief's Report to include:***
 - a. *Department's operational activity and management for the month of September, 2014 -***
 - b. *Safety Officer Assignment -***
 - c. *Apparatus usage report -***
 - d. *ISO rating improvement effort status*** - ISO Committee met on October 7, 2014 at the Summit Station. All the required permits have been filed for the dry hydrant. Cost of permits to the District is \$151.00. (\$100.00 for the DEM permit, \$51.00 for the Town permit). The committee has met with the Highway Department this month regarding site work and DPW is ready to do go.
 - e. *Propane supplier and HVAC maintenance contract review -***
 - f. *Faulty radiant heating loop, Summit Station*** - Dupuis Oil is scheduled to service the heating system in two weeks.

- g. Rain water penetration, Summit Station** - Lincoln Energy is scheduled to start work in two weeks on the vent problem at the Summit Station.
- h. Station One shed removal clean up** -
- i. Station One exterior lighting/security needs** -
- j. Rt. 102/117 roundabout project update** - On September 19, 2014 the Fire Department reviewed RI DOT's plans regarding the 102/117 roundabout project. The Fire Department did approve our portion of the project.

- The Fire Department is working with the Department of Environmental Management regarding the Trestle Trail Project. The fire department is looking to label the streets or properties that intersect with the trail.
- The Potterville Fire Department and WCFD are working together regarding a new subdivision (16 new homes) at the end of Hammet Rd. Both fire departments are working together to ensure that our department would have access to the new subdivision. We currently service two homes at the end of Hammet Rd., one in the Town of Scituate the other in the Town of Foster.
- Hose testing will be completed at the end of the month.
- The Chief met with the Department Officers regarding Chain of Command and Fire Ground Operations and on October 6, 2014 with the Department Officers and Firefighters to review department procedures.

A motion is made by Mr. Holt and seconded by Mr. Hevey to accept the Chiefs Report. Mr. Holt asks what the problem is with the roundabout that DPW has. The DPW Director will ask DOT to move the sidewalks from the south side of Route 102 to the north.

- 6. Treasurer's Report to include the District's financial accounting activity for the month of September, 2014** – tabled
- 7. Tax Collector's Report to include tax collection activity for the month September, 2014** – the \$1,130 written off was due to the software company omitting exemptions. Joan is confident that all exemptions were identified. Tax sale will be in February.

A motion is made by Mr. Hevey and seconded by Mr. Holt to accept the tax collectors report.

A member asked if the value of cell towers is sufficient. (Picillo is \$140,760; Victory Highway is \$25,618).

All voted aye. Motion carried.

- 8. Clerk's Report to include the District Clerk's activity for the month September, 2014** – n/a
- 9. SAP Committee Report** – n/a
 - a. Next meeting date previously set as October 21, 2014** -
 - b. Note any recommendations made at this meeting for SAP revisions or additions** –
- 10. Charter/By-Laws Committee Report** – n/a

- 11. Update to possible conveyance to WCFD of the property known as the Beaver Pond, Coventry Plat 316, Lot 59.8** – the offer has been withdrawn by the owners.
- 12. Wind Energy Development wind turbine installation project update** – n/a
- 13. New Business** – the ISO Committee is at a point where it needs \$1,500 for grant match. There is a question if Rescue Recovery may be used. The Treasurer thinks there may be money in the current budget. This item will be put on next month's agenda.

The steak fry raised \$1,400 for the fireman's fund.

- 14. Open Forum** –
- 15. Schedule next BOD meeting** –
- 16. Adjourn** – a motion is made by Mr. Holt and seconded by Mr. Hevey to adjourn the meeting at 8:36 p.m. All voted aye. Motion carried.